



<b>Availability</b>	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning							not open
Afternoon							

Please indicate the area(s) in which you are interested in completing an internship:  
*(internships in each section are not guaranteed)*

☐ Curation                      ☐ Special Event Coordination                      ☐ Marketing/Community Engagement  
☐ Research/Writing                      ☐ Children's/Youth Programming                      ☐ Education (General)  
☐ NCMOH Associates Fundraising/Special Events                      ☐ Collections  
☐ Special Project \_\_\_\_\_

## MISCELLANEOUS INFORMATION

Do you have previous volunteer or work experience? ☐ No ☐ Yes

If yes, please list dates, institution and responsibilities: \_\_\_\_\_

\_\_\_\_\_

Do you have public speaking skills? ☐ No ☐ Yes

If yes, please give examples: \_\_\_\_\_

\_\_\_\_\_

References:

Name	Relationship	Day Phone
_____	_____	_____
_____	_____	_____

Name	Relationship	Day Phone
_____	_____	_____

### Requirements:

- Applicant must have *at least* a 2.8 GPA on a 4.0 scale.
- Applicant must have completed first year of college before beginning internship.
- Applicant must submit internship application, cover letter, resume, and unofficial transcript to be considered for internship program.
- Applicant must be willing to volunteer a minimum of 100 hours to receive credit in the museum internship program.

## Timetable

<i>Internship period</i>	<i>deadline for student applications</i>	<i>staff review applications and set up interviews</i>	<i>staff select candidate and send acceptance letter</i>	<i>student begins internship</i>
<b><i>Spring Semester</i></b>	November 1	November 15	2-3 weeks after interview	January
<b><i>Summer</i></b>	March 1	March 15	2-3 weeks after interview	May
<b><i>Fall Semester</i></b>	July 1	July 15	2-3 weeks after interview	August/September

*Please return completed applications and supporting documents to:*

*Kathy Gleditsch, North Carolina Museum of History, 4650 Mail Service Center, Raleigh, NC 27699-4650*

*Or email completed application and supporting documents to: [Kathleen.Gleditsch@ncdcr.gov](mailto:Kathleen.Gleditsch@ncdcr.gov)*